CHURCH PENSION FUND
Passionate About Our Purpose

John Servais
Senior Vice President
Benefits Policy and Design

19 East 34th Street
New York, NY 10016

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Dear Administrator:

ACTION NEEDED: Fidelity's new online platform for defined-contribution plan remittances

(Note: This letter is intended for the person in your organization who submits contributions to the defined-contribution plans of The Church Pension Fund [CPF]. *Please forward the letter to that person as necessary.)*

Recently, I wrote to inform you that the current paper-based method of submitting remittances to CPF's defined-contribution retirement plans will be replaced with an online system. The first step in the transition to the new Simplified Contribution Platform (SCP) is for you to provide Fidelity Investments, our defined-contribution plan record-keeper, with an email address and other contact information associated with your Episcopal organization. **If you have not already done so, please be sure to provide your contact information as soon as possible at *https://fidelityinvestments.tfaforms.net/660093*.**

The change to the SCP reflects our appreciation for conservation and efficiency, and applies to the following plans (whether or not you have adopted a given plan[1]):

- The Episcopal Church Lay Employees' Defined-Contribution Retirement Plans (Lay DC Plans) – plan numbers 57163 and 57187
- The Episcopal Church Retirement Savings Plan (RSVP) – plan number 57218

The SCP enables you to set up, fund, and submit contributions to our defined-contribution plans quickly and easily. Regardless of how frequently you submit defined-contribution plan remittances, we urge you to begin the process as soon as possible, so you are able to complete all the required transition steps prior to the paper-based process going away.

Effective January 1, 2019, the existing Contribution Remittance Form will no longer be available in any capacity.

Once you submit your contact information, Fidelity (or SCP) will send you a series of communications to help you set up online contributions, including a video tutorial, detailed user guide, and log-in credentials. To assist you in completing the SCP transition process, we have also posted helpful information at ***https://www.cpg.org/redirects/fidelity-plrs-to-scp-conversion/***.

If you have any questions about the new platform, please contact your Fidelity service team at (800) 868-1023. For general inquiries, you may contact our Client Services team at (855) 215-5990, Monday to Friday, 8:30AM – 8:00PM ET (excluding holidays). Or email us at ***admin-assist@cpg.org***.

Faithfully,

John Servais
Senior Vice President
Benefits Policy and Design

[1] *Please make certain your SCP account links to* all *of the defined-contribution plans your institution is enrolled in. Be aware that if your group adopted a Lay DC Plan prior to 2013, it will have different plan numbers for employer and employee contributions. If one or more of your plans do not appear when you create your account, please call Fidelity for assistance at the number listed above.*